

COMPENSATION BOARD DOCKET #02/09

MARCH 26, 2002

304-05-00: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>												
GREENE COUNTY	SHERIFF	3/12/02 – OFFICER REQUESTS TO USE EQUIPMENT MONEY FOR SOMETHING OTHER THAN ON BUDGET. (ALL FIGURES STRESSED) ORIGINAL EQUIPMENT	0	Based upon changed conditions reported by the officer subsequent to the Compensation Board's May 1 approval of specific equipment for which reimbursement was authorized, the Sheriff's request was approved at no additional cost to the Compensation Board.												
		<table><tr><th>ITEM</th><th>QTY</th><th>TOTAL COST</th></tr><tr><td>HAND HELD RADIO</td><td>1</td><td>1076.55</td></tr><tr><td>SIRS MOBILE</td><td>3</td><td>5167.44</td></tr><tr><td>Total</td><td></td><td>6243.99</td></tr></table>	ITEM	QTY	TOTAL COST	HAND HELD RADIO	1	1076.55	SIRS MOBILE	3	5167.44	Total		6243.99		
ITEM	QTY	TOTAL COST														
HAND HELD RADIO	1	1076.55														
SIRS MOBILE	3	5167.44														
Total		6243.99														
		ALTERNATE EQUIPMENT														
		<table><tr><th>ITEM</th><th>QTY</th><th>TOTAL COST</th></tr><tr><td>Low Band Transmitter</td><td>1</td><td>5748.00</td></tr></table>	ITEM	QTY	TOTAL COST	Low Band Transmitter	1	5748.00								
ITEM	QTY	TOTAL COST														
Low Band Transmitter	1	5748.00														

NEW BUSINESS:

2

732-02-00: TREASURERS

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CITY OF LYNCHBURG	TREASURER	<p>1/24 Officer requests reconsideration of previous Board Action dated January 22, 2002. Board did not approve request to use office expense funds for training expenses as treasurer does not collect nor disburses local taxes or revenue.</p> <p>Officer requests reconsideration of using office expense funds for training expenses as he receives bankruptcy filings as well as manage over 8 million dollars annually and negotiate relationship with Wachovia Bank.</p> <p>Cost of Training Expenses \$250.00 Locality is 100% state funded.</p> <p>AT THEIR FEBRUARY 26, 2002 MEETING, THE BOARD DEFERRED ACTION ON THIS REQUEST PENDING ADDITIONAL INFORMATION FROM THE TREASURER.</p>	\$00	Compensation Board approved use of currently budgeted funds for Treasurer to attend bankruptcy course offered by the Treasurers' Association of Virginia at no additional expense to the Compensation Board.

732-02-00: TREASURERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
GREENSVILLE COUNTY	TREASURER	<p>2/22 Officer requests \$1260 additional equipment funding to purchase an E-3600 Gateway Personal Computer @ \$1880.</p> <p>Remaining equipment balance FY02 \$619.99 Stressed Cost \$1124.80 Locality Fiscal Stress 89.27</p>	\$374.93	The Compensation Board did not approve this request. As noted in the Compensation Board's letters of May 1 and September 25, 2001, additional funding is not available this year.
FLUVANNA COUNTY	TREASURER	<p>3/4 Officer requests transfer of \$3558 from Temporary Salaries to Permanent Salaries to reclassify position 00004, DI @ \$18260 to DII @ \$21818.</p> <p>Based on FY02 Staffing Standards office is in need 21.85%.</p> <p>Officer does not have Delegation Authority.</p>	\$00	Based upon Compensation Board staffing standards, this office is due .99 positions. By reducing the part-time funding as requested, the need for additional staff would increase. Consequently, the Compensation Board did not approve this transfer request.
CITY OF CHARLOTTESVILLE	TREASURER	<p>3/18 Officer requests in lieu of purchasing (3) Personal Computers @ \$5350 as approved in the FY02 budget, approval to purchase (1) check encoder @ \$8300. Although encoder exceeds budgeted amount officer is not requesting additional funding.</p> <p>Locality Fiscal Stress 88.86%</p>	\$00	Based upon changed conditions reported by the officer subsequent to the Compensation Board's May 1 approval of specific equipment for which reimbursement was authorized, the Treasurer's request was approved at no additional cost to the Compensation Board.

734-02-00: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>		<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ISLE OF WIGHT COUNTY	COMMISSIONER THE REVENUE	OF	3/14 Officer requests an exception to spending reduction. Due to the resignation of Gerald Gwaltney and appointment of Janice Hardison as Commissioner, the chief deputy position has been vacated. Officer requests approval to transfer vacancy savings to temporary as based on Compensation Board Policy this position cannot be filled.	\$00	Exception to policy not approved. See letters of May 1 and September 25, 2001.
CITY OF FALLS CHURCH	COMMISSIONER THE REVENUE	OF	3/15 Officer requests an exception to Spending Reduction Policy. Employee, Pos. 4 Compensation Board Budget, was terminated by previous officer. Locality refused removal from payroll. Newly elected officer (January 02) requests that employee be restored to Compensation Board Payroll retroactive to 9/24/01. Based on FY02 Staffing Standards office is in excess of 1.2 FTE. Based on FY03 Staffing Standards office is in excess of 1.07 FTE. Position 00004 scheduled for reallocation FY03.	\$00	Compensation Board deferred action on this request pending additional information. The Compensation Board is unaware of any provision of state law which allows a local governing body to override an employment decision of a Constitutional Officer. The Compensation Board requests information regarding the authority of the locality to take this action.

321-06-00: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>		<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CLARKE COUNTY	CIRCUIT CLERK	COURT	FY03 2-27-2002 Officer requests additional Temporary Funds @ \$2,000. FY02 Staffing Standards: Officer is ranked 20, is due .94 FTE and is in 31.33% of Need. FY03 Staffing Standards: not available as yet.	\$2,000	Compensation Board will consider this request when setting the FY02 budget on May 1, 2002.
BUCHANAN COUNTY	CIRCUIT CLERK	COURT	3-4-2002 Officer does not have Delegation of Classification Authority. Officer requests to reclassify pos. #4 DCI-G6 @ \$21,391 to DCII-G8 @ \$23,383. Cost @ \$1,992. Officer requests to transfer Office Expense Funds @ \$1,992 to fund reclass. Officer is ranked 117, is due -0.93 and is in -13.03% of Need.	-0-	The Compensation Board approved your request to transfer currently budgeted office funds of \$1,992 to reallocate position #4 DCI-G6 to DCII-G8. As a result of this approval, your <u>base</u> budget has been reduced by \$1,992.
CITY OF VIRGINIA BEACH	CIRCUIT CLERK	COURT	03/04/02 – Officer requests to use \$8,800 of the Law and Chancery portion of his \$2 Technology Trust Funds to purchase 8 personal computers and 4 printers from the Supreme Court.	\$8,800 (NGF)	The Compensation Board approved your request for use of the law and chancery portion of your TTF funding based on the criteria set out in §17.1-279, E. (iii), <u>Code of Virginia</u> .
WESTMORELAND COUNTY	CIRCUIT CLERK	COURT	03/04/02 – Officer requests to use the remaining \$867 of the \$2 portion of her Technology Trust Funds for the balance that is owed on her land records management system.	\$867 (NGF)	The Compensation Board approved your request for use of the equipment and services portion of your TTF funding based on the criteria set out in §17.1-279, B., <u>Code of Virginia</u> .
CAMPBELL COUNTY	CIRCUIT CLERK	COURT	03/05/02 – Officer requests the remaining \$56,009.30 of the \$2 portion of her Technology Trust Funds; \$4,400 for imaging services provided by the Supreme Court and the remaining \$51,609.30 for a vendor to begin backfile conversion of land records.	\$56,009.30 (NGF)	The Compensation Board approved your request for use of the equipment and services portion of your TTF funding based on the criteria set out in §17.1-279, B., <u>Code of Virginia</u> .

321-06-00: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>		<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CITY OF PORTSMOUTH	CIRCUIT CLERK	COURT	<p>03/12/02 – Officer requests to redistribute \$60,124.39 of previously approved TTF funding to convert their current land records management system provided by Reams to the Supreme Court's Records Management System.</p> <p>Officer also requests to redistribute \$1,500 of previously approved TTF funding to purchase a PC for law and chancery purposes.</p> <p>As a newly elected officer, she did not submit the original FY02 TTF Budget Request in August 2001.</p>	\$ 0 (NGF)	The Compensation Board approved your request to expend previously budgeted TTF funding on alternative TTF expenditures based on the criteria set out in §17.279, <u>Code of Virginia</u> .
CAMPBELL COCUNTY	CIRCUIT CLERK	COURT	<p>3-14-2002 Officer requests to hire an employee currently working at DMV, as a Program Support Tech. Current salary @ \$21,657.</p> <p>Officer requests to hire this employee in pos. #7 DCI-G6 @ \$21,871 (step 5). Position is budgeted @ \$20,010 (step 1). Cost to increase @ \$1,861.</p> <p>Officer has Turnover Funds @ \$2,432 to fund this increase.</p> <p>Officer requests to transfer balance of Turnover Funds @ \$571 to BASE Temporary Funds.</p> <p>Officer is ranked 13, is due 2.86 FTE and is in 35.75% of Need.</p>	-0-	<p>The Compensation Board approved a budget transfer of \$1,861 consistent with its policy to set the state contribution toward the salary of a new employee not previously employed in a Compensation Board reimbursed position at not more than 9.3% greater than the most recent salary or the entry step of the grade based upon the employee's previous job experience which is directly and recently related to the vacant position.</p> <p>Approved at no additional cost to the Compensation Board, as office is due additional positions based upon staffing standards.</p>
CITY OF LYNCHBURG	CIRCUIT CLERK	COURT	<p>03/15/02 – Officer requests that \$11,892 in FY02 TTF funding previously approved under equipment for the purchase of a scanning station be transferred to pay for services provided by their land records management vendor.</p>	\$ 0 (NGF)	The Compensation Board approved your request to expend previously budgeted TTF funding on alternative TTF expenditures based on the criteria set out in §17.279, <u>Code of Virginia</u> .

321-06-00: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>		<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
HENRICO COUNTY	CIRCUIT CLERK	COURT	<p>3-18-2002 Officer request exceptions to Spending Reduction Policy.</p> <p>Officer requests to transfer Vacancy Savings, from two positions to Temporary @ \$11,418.62. Pos. #8 DCIII-G9 @ \$32,649, due to death of employee., Jan. 22 to Mar. 18, Vacancy Savings @ \$5103.51. Pos. #28 DCII-G8 @ \$24,997, due to employee's extended medical leave, Jan 22 to April 22, Vacancy Savings @ \$6,315.11. Office is ranked 14, is due 12.66 FTE and is in 35.65% of Need.</p>	-0-	The Compensation Board did not approve this transfer request. Please refer to our letters of May 1 and September 25, 2001 for additional information.
YORK COUNTY	CIRCUIT CLERK	COURT	<p>3-19-2002 Officer requests to transfer Turnover Funds @ \$450 to BASE Temporary. Officer is ranked 7, is due 3.75 FTE and is in 37.17% of Need.</p>	-0-	Approved at no additional cost to the Compensation Board as the office is due additional positions based upon staffing standards.

OTHER MATTERS

OLD BUSINESS:

	<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
1.	TTF INCENTIVE PAYMENT PLAN	COMPENSATION BOARD	<p>Staff presents guidelines for Incentive Payment Plan based on Land Records User Group suggestions.</p> <p>AT THEIR DECEMBER 18, 2001 MEETING, THE BOARD DEFERRED ACTION ON THIS ITEM UNTIL THEIR JANUARY 22, 2002 MEETING.</p> <p>AT THEIR JANUARY 22, 2002 MEETING, THE BOARD DEFERRED ACTION ON THIS ITEM UNTIL AFTER THE CURRENT GENERAL ASSEMBLY SESSION.</p>	N/A	Deferred.
2.	VSI SPRING CONFERENCE	VIRGINIA SHERIFFS' INSTITUTE	<p>January 17, 2002 – Virginia Sheriffs' Institute requests Compensation Board participation in the VSI Spring Conference.</p> <p>AT THEIR JANUARY 22, 2002 MEETING, THE BOARD DEFERRED ACTION ON THIS ITEM UNTIL AFTER THE CURRENT GENERAL ASSEMBLY SESSION.</p>	<p>\$18,000 approx. (50% Compensation Board share \$9,000)</p>	<p>Confirmation. As DRM has agreed to fund an extra day at the VSI Spring Conference not to exceed \$18,000, the Compensation Board will reimburse DRM 50% of this amount upon receipt of an IAT from DRM prior to June 15, 2002.</p>

OTHER MATTERS

NEW BUSINESS:

	<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
1.	MEETING MINUTES	COMPENSATION BOARD	Staff presents minutes for approval as follows: Docket #02/08.	N/A	Approved.
2.	MONTHLY JAIL AUDIT ACTIVITY STATUS REPORT	COMPENSATION BOARD	Staff presents monthly Jail Audit Activity Status Report.	N/A	Noted.
3.	AUDIT STATUS REPORT	COMPENSATION BOARD	Staff presents the Audit Status Report.	N/A	Noted.
4.	TRAINING STATUS REPORT	COMPENSATION BOARD	Staff presents monthly Training Status Report.	N/A	Noted.
5.	BUDGET REDUCTION WORKPLAN	COMPENSATION BOARD	Staff presents budget reduction workplan.	N/A	Approved with change to opening paragraph and copies to VML and VACO, pending discussion with Secretary Bowen.
6.	ANNUAL BUDGET LETTER	COMPENSATION BOARD	Staff presents annual budget letter.	N/A	Approved.
7.	INITIAL BUDGET ALLOCATIONS AND POLICIES	COMPENSATION BOARD	Staff presents initial budget allocations and policies.	N/A	Noted.
8.	COMPENSATION REFORM FOR CONSTITUTIONAL OFFICERS	COMPENSATION BOARD	Staff presents concept of Compensation Reform for Constitutional Officers and suggested workplan.	N/A	Approved.

OTHER MATTERS

NEW BUSINESS:

	LOCALITY	OFFICER	REQUEST	TOTAL COST	COMPENSATION BOARD ACTION
9.	9.3% SALARY INCREASES FOR NEW HIRES	COMPENSATION BOARD	Staff presents report concerning costs to fund 9.3% salary increases for new hires.	N/A	Noted.
10.	TECHNOLOGY TRUST FUND COLLECTIONS § 17.1 – 279	CIRCUIT CLERKS	COURT <u>Technology Trust Funds</u> Collections for FY97: \$ 4,236,366 Collections for FY98: \$ 4,812,889 Collections for FY99: \$ 5,768,994 Collections for FY00: \$ 5,051,885 Collections for FY01: \$ 5,122,197 Collections for FY02: (YTD)\$4,179,399.41 This information was taken from the monthly CARS1624 report.	N/A	Noted.

TECHNOLOGY TRUST FUND PROJECTIONS FOR FY00	AVERAGE	LOW MONTH	HIGH MONTH
PROJECTION	6,269,099	4,703,026	7,472,356
IMPACT STATEMENT	4,200,000	4,200,000	4,200,000
VARIANCE	2,069,099	503,026	3,272,356

11.	APPEALS STATUS	COMPENSATION BOARD	Closed Meeting.	N/A	Closed Meeting.
-----	----------------	--------------------	-----------------	-----	-----------------

FOR YOUR INFORMATION

NEW BUSINESS:

	<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
1.	VIRGINIA BEACH	COMMONWEALTH'S ATTORNEY	3-1-02 Call from Harvey Bryant, Virginia Beach Commonwealth's Attorney, to Bruce Haynes to express his thanks for CB approval of the file server.	N/A	Noted.
2.	NOTTOWAY COUNTY	CIRCUIT COURT CLERK	3-1-02 Letter from James W. King, Nottoway Clerk, thanking the Board for the reclassification of Jane Brown, his chief deputy.	N/A	Noted.
3.	RAPPAHANNOCK COUNTY	CIRCUIT COURT CLERK	3-5-02 Letter from Diane Bruce, Rappahannock Clerk, thanking the Compensation Board for the help she received, especially from Paige Curtis.	N/A	Noted.

**CLOSED MEETING
COMPENSATION BOARD DOCKET #02/09
MARCH 26, 2002**

1) MOTION FOR “CLOSED MEETING” by Chairman June Funkhouser. (Walter Kucharski seconded the motion).

- ☐ Under the provisions of Section 2.1-344.A.1, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** to discuss personnel issues—discussion of interview applicants, assignment, appointment, promotion, performance, salaries, discipline or resignation of specific ricers, appointees or employees.
- ☒ Under the provisions of Section 2.1-344.A.7, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** to obtain consultation with legal counsel as to actual or “probable litigation” concerning the **Hopewell Sheriff**.

2) Mrs. Funkhouser: I move to return to open session. (Danny Payne seconded the motion).

When the closed meeting is complete, the public body must ***immediately*** reconvene in open session and take a recorded vote of its members in roll call fashion. The members must certify that they discussed: **only public business exempt from the Act,**

June R. Funkhouser, Chairman	Yes ✓	No _____
Walter J. Kucharski, Member	Yes ✓	No _____
Danny M. Payne, Member	Yes ✓	No _____

AND

only public business matters identified in the motion to convene the closed meeting.

June R. Funkhouser, Chairman	Yes ✓	No _____
Walter J. Kucharski, Member	Yes ✓	No _____
Danny M. Payne, Member	Yes ✓	No _____

Any member who cannot certify must state the specific details of the unauthorized discussion on the record. That record can be used as evidence in a lawsuit brought against the public body for violating the Act.

H A N D C A R R Y
COMPENSATION BOARD DOCKET #02/09
MARCH 26, 2002

304-05-00: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CITY OF NORTON	SHERIFF	02/04/02 – OFFICER REQUESTS TRANSFER OF \$3,128.00 FROM TEMPORARY ALLOWANCE TO OFFICE EXPENSES. HAS -0- BALANCE IN OFFICE EXPENSES.	-0-	Approved as an exception to policy; based upon the specific conditions stated by the officer.

320-01-00: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LEE COUNTY	COMMONWEALTHS ATTORNEY	<p>FY03 1-31-2002 Officer request additional Temporary Funds@ \$19,886. Officer states: This office does not receive any funding from the locality. Lee County is adjacent to three other states creating unique situations with out of state witness and document subpoenas, an extremely large number of extraditions and out of state criminal history notices.</p> <p>FY02 Officer is due -0- additional Admin. Assist. Positions.</p> <p>FY03 Staffing Standards: not available as yet</p>	\$19,886	The Compensation Board will consider this request when setting the officer's FY03 budget on May 1.
CARROLL COUNTY	COMMONWEALTHS ATTORNEY	<p>3-22-2002 Officer requests to promote pos. #4 JATTI-G13 @ \$50,980 (step 14) to pos. #3 ATIII-G16 @ \$55,730 (step 6).</p> <p>Pos. #3 ATIII-G16 is budgeted @ \$50,980 (step 2). Cost to increase @ \$4,750.</p> <p>Officer requests to transfer Temporary Funds @ \$4,750 to fund this Promotion.</p>	-0-	The Compensation Board approved a transfer of \$4,750 from base temporary funds to effect the promotion(s) requested by the Commonwealth's Attorney. This action is at no additional cost to the Compensation Board, and will result in a reduction in the officer's temporary budget in the current as well as subsequent fiscal years.

320-01-00: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

LOCALITY	OFFICER	REQUEST	TOTAL COST	COMPENSATION BOARD ACTION
LEE COUNTY	COMMONWEALTHS ATTORNEY	3-22-2002 Officer requests in lieu of purchasing VCIN @ \$6,172 Total Cost, Officer be approved to purchase the following. Total Cost @ \$5,600. Stressed Cost @ \$4,559.52:	-0-	Not approved.

Approved		
Qty.	Description	Total Cost
1	VCIN	6,175
1	Personal Computer	2,100
Total Cost		8,275
Stressed Cost		6,738

Request		
Qty.	Description	Total Cost
1	Television	500
2	VCR	125
2	Personal Computer	1,400
2	Printer	900
1	Audio System	250
Total Cost		3,175.00
Stressed Cost		4,559.52

732-02-00: TREASURERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CITY OF SUFFOLK	TREASURER	3/22 Officer requests to use remaining equipment funds from the FY02 budget in the amount of \$2529.00 to purchase (1) letter opener @ \$1195 and (1) letter folding machine @ \$1334. Locality Fiscal Stress 79.52%	\$00	Based upon changed conditions reported by the officer subsequent to the Compensation Board's May 1 approval of specific equipment for which reimbursement was authorized, the Treasurer's request was approved at no additional cost to the Compensation Board.
TREASURERS' ASSOCIATION OF VIRGINIA	TREASURERS	Treasurers' Association of Virginia Audit Committee presents report regarding FY03 CDP certifications.	N/A	Compensation Board deferred action to April 23 meeting when officers' budgets are approved.

734-02-00: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
NONE.				

321-06-00: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>		<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CITY OF PORTSMOUTH	CIRCUIT CLERK	COURT	03/21/02 – Officer requests to redistribute \$6,824.64 of previously approved TTF funding to purchase two additional public viewing stations. As a newly elected officer, she did not submit the original FY02 TTF Budget Request in August 2001.	\$0 (NGF)	The Compensation Board approved your request to expend previously budgeted TTF funding on alternative TTF expenditures based on the criteria set out in §17.279, <u>Code of Virginia</u> .
CITY OF WINCHESTER	CIRCUIT CLERK	COURT	03/21/02 – Officer requests \$17,033.98 of the unbudgeted \$2 portion of their TTF funding to pay for services provided by the Supreme Court of Virginia and DKT Limited. This funding will be used to upgrade their Unix server, purchase an additional view station and printer, and index conversion.	\$17,033.98 (NGF)	The Compensation Board approved your request for use of the equipment and services portion of your TTF funding based on the criteria set out in §17.1-279, B., <u>Code of Virginia</u> .
FREDERICK COUNTY	CIRCUIT CLERK	COURT	03/21/02 – Officer requests \$36,416 of the unbudgeted \$2 portion of their TTF funding to pay for services provided by the Supreme Court of Virginia and DKI Limited. This funding will be used to upgrade their scanning disk, purchase an additional public view station and printer, index conversion, and personnel funds for backscanning.	\$36,416 (NGF)	The Compensation Board approved your request for use of the equipment and services portion of your TTF funding based on the criteria set out in §17.1-279, B., <u>Code of Virginia</u> .
WESTMORELAND COUNTY	CIRCUIT CLERK	COURT	03/21/02 – Officer writes to request Board assistance with the remaining cost owed to Cott Systems for their indexing/imaging system. Officer explains that she made a mistake by adding her remaining FY01 TTF balance to the amount of TTF funding available in FY02. The total cost of the Cott contract was \$82,564. \$44,052 has been reimbursed for the system and the remaining \$867 of unbudgeted TTF funding has been requested, leaving a balance of \$37,645. A letter of support from the Westmoreland County Administrator is attached.	\$37,645 (NGF)	Not approved.

321-06-00: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>		<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ROANOKE COUNTY	CIRCUIT CLERK	COURT	3-25-2002 Officer request exceptions to Spending Reduction Policy. Officer requests to transfer Vacancy Savings to Temporary @ \$3,205.12. Office is ranked 41, is due 3.01 FTE and is in 23.42% of Need.	-0-	The Compensation Board did not approve this transfer request. Please refer to our letters of May 1 and September 25, 2001 for additional information.

OTHER MATTERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
-----------------	----------------	----------------	-------------------	----------------------------------

NONE.

FOR YOUR INFORMATION

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
-----------------	----------------	----------------	-------------------	----------------------------------

NONE.